**Needs Assessment**

Please take a few minutes to complete this survey. Information gained from this survey will be used to help develop future staff development sessions that will be meaningful to you. Thank you in advance for taking time out of your busy schedule to complete this survey for me!

**What grade do you teach? \***

* \_\_\_\_\_third
* \_\_\_\_\_fourth
* \_\_\_\_\_fifth
* \_\_\_\_\_Other: ­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How long have you been teaching? \***

* ­­\_\_\_\_\_Less than 3 years
* \_\_\_\_\_4-10 years
* \_\_\_\_\_More than 10 years

**What degree do you hold? \***

*Check your highest degree.*

* \_\_\_\_\_Bachelors
* \_\_\_\_\_Masters
* \_\_\_\_\_Doctorate

**Are you National Board Certified? \***

*Circle the answer that applies.*

* Yes No

**How often do you use technology in your classroom? \***

* \_\_\_\_\_Daily
* \_\_\_\_\_Weekly
* \_\_\_\_\_Monthly
* \_\_\_\_\_Rarely

**How often do you use the HP Mini Carts or MacBook Air Carts? \***

* \_\_\_\_\_Daily
* \_\_\_\_\_Weekly
* \_\_\_\_\_Monthly
* \_\_\_\_\_Rarely
* \_\_\_\_\_Never

**How comfortable do feel using Google Docs? \***

* \_\_\_\_\_I feel comfortable enough that I could teach workshop to teachers on it.
* \_\_\_\_\_I know how to use it, use it with my students often and do not need any additional training
* \_\_\_\_\_I know how to use it but could always learn more

\_\_\_\_\_I know some things about it but not enough that I feel comfortable teaching it to my students

* \_\_\_\_\_I am not really sure what Google has to offer my students and me. I need to learn more.

**Do you know how to use the comment feature to edit someone’s paper? \***

*Circle the answer that applies.*

* Yes No

**Do you feel comfortable enough to teach a lesson on this to students in your class? \***

* Yes
* No
* I would like you to come in and co-teach a lesson with me.

**I can do the following with Google \***

\_\_\_\_\_Create and send an email

\_\_\_\_\_Create an iGoogle page and add gadgets

\_\_\_\_\_Create and share documents both with teachers and students

\_\_\_\_\_Create a website using Google

\_\_\_\_\_Create a blog using Google

\_\_\_\_\_Use Google Earth and Google Maps

\_\_\_\_\_Use Google Translate

\_\_\_\_\_Can create a calendar and share it with others

\_\_\_\_\_Can create multiple calendars on Google

\_\_\_\_\_Know how to use Google Sketch

\_\_\_\_\_Know how to use Google Draw

**Do you know how to create a test using Google Documents and Grade it on line? \*** *Circle the answer that applies.*

* Yes No

**When creating a Google document of any kind I need to save it as I go. \***

*Circle the answer that applies.*

* True False

**Do you know how to name a Google Document or rename it? \***

* *Circle the answer that applies.* 
  + - * 1. Yes No

**Do you know how to create a folder and put various Google Documents in it? \*** *Circle the answer that applies.*

* Yes No

**Do you know how to make a copy of a document, rename and make it your own with out having others see it? \*** *Circle the answer that applies.*

* Yes No I would like some additional help with this.

**Do you know where to go to locate the 50+ templates for various documents, cards, forms and presentations? \***

If so, in the box below, explain how. If not, would you like to learn how?

**In a question above you were asked to check what you knew how to do. I would like some additional information. Do you know how to create a Google Calendar and share it with your team members? \*** *Circle the answer that applies.*

* Yes
* No
* I would like to learn how.
* I would like to learn a little more about it than I already do.

**Is there any additional information that you would like me to know? \***

**List below some technology staff development that you feel would be beneficial to you in the future. \***

**What kind of learner do you consider yourself? \***

* \_\_\_\_\_Visual
* \_\_\_\_\_Auditory
* \_\_\_\_\_Tactile/Kinesthetic
* \_\_\_\_\_Intrapersonal (likes to work with others)
* \_\_\_\_\_Interpersonal (likes to work alone)

**Thank you for completing the survey! I appreciate you taking the time!**